



DEPUTY SHERIFF-CORONER TRAINEE

EXTRA-HELP ONLY

Salary: \$19.91 Hourly

Continuous

Applicants must submit copy of academy acceptance letter with a T-score of 45 or more with application.

GENERAL INFORMATION

The Stanislaus County Sheriff's Department is recruiting to fill extra-help positions for Deputy Sheriff-Coroner Trainee. Trainees will be required to pass an extensive background investigation and attend a POST certified basic law enforcement academy.

This recruitment is limited to those applicants who have successfully passed the POST Academy entrance exam (written & physical agility) within the last 12 months. Applicants must submit copy of academy acceptance letter with a T-Score of 45 or more with the application.

Upon successful completion of the Basic P.O.S.T. academy, the trainee will be eligible for transition into a regular assignment as a Deputy Sheriff-Coroner. Incumbents will perform routine law enforcement and crime prevention duties, serve as deputy coroner, and perform other related duties. Incumbents are subject to overtime, standby, call-back and shift assignments.

Unless otherwise provided, this position is at-will, and employee may be removed by employer at any time without cause and without any appeal or return rights, or rights of any kind in or said to position of temporary employment.

TYPICAL TASKS

- Patrols assigned areas for the protection of life and property;
- Serves legal papers such as subpoenas, summonses, complaints, and writs of attachment, execution and restitution;
- Collects fees due the County;
- Serves warrants and makes arrests;
- Conducts coroner's investigations and secures property;
- Investigates accidents;
- Administers first aid;
- Receives and answers complaints;
- Prepares reports and keeps routine records;
- May assist in investigation of violations and/or offenses committed by or against juveniles, interrogate persons suspected of crimes, prepare evidence for court presentation, appear in court as a witness or arresting officer, transport prisoners, work in a custodial facility or in the courts, perform identification and photographic work, and work administrative or special assignments

MINIMUM QUALIFICATIONS

Ability to:

- Secure information from witnesses and suspects;
- Read and understand policies, instructions, laws and ordinances pertaining to law enforcement activities.
- Write clear and comprehensive reports;
- Demonstrate physical endurance, agility and strength;
- Understand written and oral instructions;
- Make independent decisions.
- Work with and control sensitive, confidential information; and,
- Operate a motor vehicle.

Knowledge of:

- Principles and practices of law enforcement and community regulations; and,
- Criminal law with particular reference to apprehension, arrest, search and seizures.

Physical Requirements:

- Ability to physically perform essential job functions typical of the duties of Deputy Sheriff - Coroner;
- Ability to read or see objects under ambient, limited or artificial lighting, and at a reasonable distance with sufficient clarity to permit their recording or accurate description; i.e., persons, vehicles, license numbers, addresses, street signs, items of property, written messages, printed material, etc.;
- Ability to hear normal speech and other audible events, even in combination with other environmental noise; i.e., gunshots, cries for help, glass breaking, alarm bells ringing, tires squealing, etc; and,
- Ability to sit or stand for long periods of time; walk, run, jump, kneel, crouch, twist, stoop, squat, crawl and climb; carry the average weight of a person (approximately 165 pounds); take physical charge of a person who may resist arrest; work indoors and outdoors, including extreme heat and cold; tolerate extreme noise and vibrations; work in a confined working space; work with chemicals, explosive materials, and mechanical and electrical hazards.

Driver's License:

Possession of a valid California Class C driver's license and remain free from repeated preventable accidents.

First Aid and CPR Certificates:

Applicants must possess a valid First Aid and CPR Certificate within six months from the date of appointment.

Age:

Not less than 21 years of age at time of appointment.

Citizenship Requirement:

Pursuant to Section 1031.5 of the Government Code, permanent resident aliens who desire to be employed as peace officers must have applied for citizenship papers at least one year prior to the date of application for this position.

Education/Experience:

Graduation from high school or passage of high school level General Education Development (GED) test.

DESIRABLE QUALIFICATIONS

- Possession of an Associate of Arts Degree in Law Enforcement.
- English/Spanish bilingual ability.
- Weight proportionate to height;
- Non-smoker.

Knowledge of:

- Principle and practices of law enforcement and community regulations; and,
- Criminal law with particular reference to apprehension, arrest, search and seizures.
- The rules and regulations of the Sheriff's Department;
- The topography and geography of Stanislaus County, including locations and functions of social service agencies; and,
- Civil law, codes and ordinances, with particular reference to the administrative functions of the Sheriff's Department, including those pertaining to Coroner.

THE SELECTION PROCESS

The selection process can/may include one or more of the following: (1) All applicants will complete the standard County Application form. (2) All applications are reviewed. The County may utilize a screening committee of qualified individuals to review all applications and determine which applicants will be further considered. (3) Persons who qualify may be asked to take and pass a written examination. (4) Persons who qualify may be asked to appear before a Qualifications Appraisal Panel and receive a passing score. The scope of the oral interview will include an evaluation of each candidate's education and experience as it relates to the position. In appraising experience, greater consideration will be given to the breadth and recency of experience and evidence of

ability to accept and fulfill increasing responsibility than to the length of experience. Rating categories include presentation, ability and knowledge and potential to perform the functions of the job. (5) Pre-Interview Exercise. (6) Physical abilities/agility exam used primarily for law enforcement positions.

VETERANS PREFERENCE PROGRAM

This classification is eligible to be credited with Veterans Preference points. If you are claiming Veterans Preference, you must meet the eligibility criteria outlined in the Veterans Preference Program Informational Sheet and Application Supplement which must be submitted with your application when you apply for this classification.

GENERAL QUALIFICATIONS

- Pass County-paid job-related background or reference check.
- Pass County-paid health screening examination including a drug screen test.
- Perform job duties in a manner assuring a safe working environment for oneself and others. Establish and maintain effective working relationships with the general public, co-workers, supervisors and members of diverse cultural and linguistic backgrounds regardless of race, color, national origin, ancestry, political affiliation, sex, sexual orientation, religion, marital status, age (over 40), pregnancy related condition, medical condition (cancer related), persons with a physical disability (including AIDS) or mental disability.
- Maintain confidential information according to the legal standards and/or County regulations as required.

TO APPLY

Applications may be obtained and must be returned to either:

STANISLAUS COUNTY PERSONNEL
1010 STREET, SUITE 2300
MODESTO, CA 95354

Telephone: 209-525-6341

Job Line: 209-525-4339

Web page: www.co.stanislaus.ca.us

Click "Working for the Community"

STANISLAUS COUNTY SHERIFF'S DEPARTMENT
RECRUITMENT OFFICE
250 E. HACKETT ROAD
MODESTO, CA. 95358

Telephone: 209-567-4412

Web page: www.StanislausSheriff.com

Click on Employment Opportunities

NOTE: Make your application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Applicants are invited to submit a brief resume outlining paid or non-paid experience relevant to the position. **Resumes will not be accepted in lieu of a completed application.** Postmarks will not be accepted.

EQUAL EMPLOYMENT OPPORTUNITY

The County of Stanislaus is an Equal Opportunity Employer. All qualified applicants are encouraged to apply for the positions.

ADDITIONAL INFORMATION

If you meet the requirements stated herein, you may compete in the selection process. Possession of the minimum qualifications does not assure your participation in this recruitment or a place on the eligible list.

TESTING ACCOMMODATIONS

Arrangements may be made to accommodate disabilities or religious convictions. Describe the special-test arrangements you require in Section 13 of the application form.

APPEAL RIGHTS

Examination results may be appealed by applicants presenting facts alleging irregularity, fraud or error in scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

IMMIGRATION REFORM AND CONTROL ACT

The Immigration Reform and Control Act of 1986 makes it illegal for an employer to knowingly hire or employ illegal aliens. In order to comply with this law, all individuals will be required to provide verification of authorization to work in the United States at the time an offer of employment is made. Acceptable verification would include a driver's license and social security card; or a driver's license and birth certificate; or a United States passport; etc.

ABOUT APPOINTMENT

Applicants who are successful in the written and oral examinations will be placed on an eligibility list. The eligibility list established as a result of this recruitment will remain in effect for six months, unless sooner abolished or extended. When vacancies arise, the Sheriff's Department will invite the highest ranked applicant to fill out background questionnaires, be fingerprinted and supply the necessary related pre-employment information. Each candidate must pass an intense background investigation before being hired. A psychological evaluation will be required prior to appointment to the position. Candidates are required to take and pass a polygraph examination.

MEDICAL/FINGERPRINTING REQUIREMENTS

A medical screening, including a drug screening test and fingerprinting are required of all applicants. Some positions require a thorough background investigation.

PROBATIONARY PERIOD

Individuals who are hired in a full-time classified position are required to serve an eighteen-month (18) probationary period.

INTERNAL REVENUE CODE

SECTION 415

Notice is hereby given pursuant to Government Code Section 31673.1 that any person who, for the first time, becomes a member of the Stanislaus County Employees' Retirement Association on or after January 1, 1990, shall be subject to, and such person shall not have any retirement right or benefit which exceeds, and no retirement right or benefits shall accrue to or vest to such persons which exceeds the limitations in the Internal Revenue Code upon public retirement systems.

SMOKING

Stanislaus County Ordinance 9.50.000 prohibits smoking in County facilities, except in designated areas.

DISCLAIMER:

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice information which sets forth a general. The information contained in the bulletin is summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understandings, and such information prevails over information contained in this flier. Questions regarding this announcement may be directed to the Stanislaus County Chief Executive Office, or by calling (209) 525-6341.

Deputy Sheriff-Coroner Trainee

#9012

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8/4/06